

**Kalamazoo Public Library
OFFICIAL MINUTES OF THE BOARD OF TRUSTEES
REGULAR SESSION**

DATE: March 27, 2006

TIME: 4:00 p.m.

LOCATION: Central Library
Board Room – Third Floor
315 South Rose Street
Kalamazoo, Mi 49007

President Godfrey called the meeting to order at 4:00 p.m.

PRELIMINARY BUSINESS

Roll Call: Trustees present: Cynthia Addison, Donald Brown, Loren Dykstra, Lisa Godfrey, James VanderRoest and Valerie Wright. Absent: Robert Brown

Approval of Agenda: The agenda was approved as presented.

I. RECOGNITIONS, RESOLUTIONS, COMMUNICATIONS

None

II. PERSONS REQUESTING TO ADDRESS THE BOARD

There were a number of people affiliated with the Kalamazoo Homeless Action Network (KHAN) who addressed the board. Names listed are the board secretary's best attempt regarding spellings.

Lori Anne Fuller: Because she does not have a permanent address her only option for access to the library's computers is a library guest card which provides only 30 minutes of use. She would like to be able to use the computer for 2 hours at a time like everyone else.

Michael Evans, Head of KHAN: He wants to see equal access and equal services for everyone. It is important for homeless people to connect to the world. It is the mission of the library to provide technological services to the poorest people. Currently they need an address to obtain a card and they need a card for 2-hour computer access. They should receive the same access as people with addresses.

He also commented police come through the library asking for identification, and search and detain people. If libraries are concerned about the Patriot Act, this should concern them as well. He would like to work with library representatives to develop a policy to handle this situation.

Max Connor, a KHAN board member: The security guard asked what his group was doing when they were waiting in the hall to attend the board meeting. Homeless people are told to go outside even though they are not loitering.

Mike Kilbourne, also a KHAN board member: When he first came to Kalamazoo he was homeless and wanted to get a library card. The person at the desk told him it would cost \$155. He didn't feel comfortable asking for more information and left. He also said

homeless people are not allowed to bring their possessions in the library, but if people are well-dressed and have a duffle bag they are not approached by the guard. People are not being treated equally and many are hurt and upset.

Mr. Rinehart, with KHAN: People are using others' library cards; a photo identification system is needed. He comes to use the Internet and to read and sees people using someone else's card.

Michael Evans: It is crucial for people to have access to the Internet to be able to apply for jobs. Some have no transportation other than the limited bus service that has increased in cost; they need a venue to access the Internet.

Dawn Gardiner: Security guards should ease up; hoodlums are behaving worse than the homeless. Because they are homeless they have to carry all their things with them. Others are not harassed. She wants equal treatment as human beings by everyone who works at the library.

Beth Lewis, 229 Walnut: Although she has a permanent address now, in the past she was required to get an agency permission slip to renew her library card every month when she was homeless, which was embarrassing and made her life harder. She also spoke of the disparity in computer access. She now has more computer time because she has an address, which is unfair.

Erica Parkinson, Richland: Is a Presbyterian pastor who uses the wonderful resources at KPL to write her sermons; one day when she was in the library she had her backpack with her, and although she felt the library was one of the last places in Kalamazoo where people received equal treatment, while she was in the library folks with plastic bags were asked to leave although she wasn't. She wants equal treatment for everybody.

Beth Lewis: Addressed the "smell issue," people who are asked to leave the library because of odor. What is an unpleasant odor may be different for one person than another. Someone saturated with perfume may trigger an asthmatic reaction. If some smells are to be discriminated against, all smells should be discriminated against.

Dawn Gardiner: Police searches are unconstitutional and target certain groups; homeless people should be able to have the same services as all patrons and deserve a second chance. They should not have to renew their cards every month.

President Godfrey thanked everyone for coming to the meeting.

III. CONSENT CALENDAR

- A. Minutes of the February 27, 2006 Regular Meeting
- B. Personnel Items – There were no personnel items.

Disposition: The board accepted the Minutes of the Meetings of February 27, 2006.

IV. FINANCIAL REPORTS

- A. Financial Reports for the Month Ending February 28, 2006

Recommendation: A. Rohrbaugh recommended the board accept the Financial Reports for the Month Ending February 28, 2006 as presented.

Executive

Summary: J. VanderRoest, Chair of the Finance & Budget Committee, noted the property tax installment was received and that expenditures are where they should be at this point in the fiscal year.

The Director indicated staff has begun working on the 2006/07 preliminary budget. Departmental requests are due April 3. Shortly after the Finance & Budget Committee will meet to consider the preliminary budget.

MOTION: C. ADDISON MOVED AND V. WRIGHT SUPPORTED ACCEPTANCE OF THE FINANCIAL REPORTS FOR THE MONTH OF FEBRUARY 2006 AS RECOMMENDED.



Motion carried 6-0.

V. REPORTS AND RECOMMENDATIONS

There were no action items.

Reports

A. What It Means to Change Book Vendors

Presentation: Gary Green, Head of Information Technology and Technical Services, and Wendy Woltjer, Collection Development Specialist, provided an oral report on the background and reasons why we are changing from Brodart, our current book vendor, to Baker & Taylor. They gave the board an idea of the myriad details that must be addressed and the ramifications of change. They also outlined the benefits of Baker & Taylor. When we contracted with Brodart they were the only company that could process books to our specifications. In the meantime, Baker & Taylor has developed the staff and expertise to process our books. They have a much deeper warehoused book collection than Brodart, so we should be able to have books on the shelf for patrons much sooner and at a lower cost. In addition the electronic ordering process will be much improved and will allow us to streamline our in house selection and ordering operation.

Discussion: A. Rohrbaugh explained we will begin ordering books from Baker & Taylor and work through that process, then will turn our attention to audio-visual items.

In answer to a question from C. Addison about whether Baker & Taylor will offer the ability to implement radio frequency identification (RFID) at some point G. Green said there is no difference in capability – we could implement RFID with either vendor.

Disposition: Trustees thanked G. Green and W. Woltjer for the report.

B. Trustee Attendance at the Public Library Association (PLA) Conference

Presentation: J. VanderRoest and L. Godfrey both attended the PLA Conference in Boston March 22-25. J. VanderRoest described some of the sessions he attended including sessions about services to teens and millenials, library trends and usage surveys, the 21st century learner, and he also talked about some of the vendor exhibits he visited. He attended the all conference reception at Boston Public Library and said we have a working library that stacked up well. He learned a great deal about what trustees need to keep current and a sense of how the staff views our mission and how it is carried out. Attending the conference also provided a valuable opportunity to interact with staff. He felt attending the conference was time well spent and a good use of KPL's resources.

L. Godfrey observed it is helpful to have focused attention in a different context. She also attended a number of sessions including ones that gave her some insight about how teens interact with their world and the lessons libraries should learn from that, sessions on how to

understand who our patrons and potential patrons are and sessions on how to work more effectively with our Friends. The most intimidating was about downloadable materials. She came away realizing anew that trustees need to keep up with what is happening in the library world.

A. Rohrbaugh talked about a session she attended with nationally known librarian Nancy Pearl, who will visit KPL this spring. Based on her PLA presentation she thinks Ms. Pearl will provide a dynamic, interesting and enjoyable program. She explained that staff who attended the conference would report at the monthly staff meeting and in their departments. She expressed her appreciation to L. Godfrey and J. VanderRoest for attending PLA, saying KPL is fortunate to have trustees willing and able to do so.

In response to a question from V. Wright about how to access conference information, the director suggested visiting the PLA website where information will be posted.

Disposition: Trustees received the information.

VI. COMMITTEE REPORTS

Finance & Budget Committee

J. VanderRoest reported the Finance & Budget Committee will meet soon to review the preliminary budget.

Personnel Committee

C. Addison distributed a director evaluation packet of materials to trustees. She asked them to complete the evaluation instrument and return it to her by April 10. The Personnel Committee will compile the results and meet with the director to share the results and present her evaluation in May and to the full board at a closed session at the regular May meeting.

Building Committee

A. Rohrbaugh reported the building committee has been considering carpet and tile samples for general recarpeting and stairs at Central. The children's office will be recarpeted first. The building committee plans to meet again in two weeks to decide on a final plan for the stairs. It is a complicated project – there are many choices and changing one area of flooring affects others.

L. Dykstra asked if the vendor(s) chosen for this purchase and work would be local.

A. Rohrbaugh said our purchasing policy includes the preference to buy locally.

V. Wright said we will be looking for sound quality, good looks and something based more on industry standards. Tile is a possibility but introduces a different sound and aesthetic. We need to be responsible with our resources and mindful of required maintenance.

L. Godfrey said we need to develop an overall master plan so we will not need to make piecemeal decisions in the future.

VII. OTHER BUSINESS

A. Directors Report

A. Rohrbaugh highlighted several items from her written report including successful recent Reading Together programs that featured author Tim O'Brien, two weeks of Reading

Together programs are yet to come, and information related to the Michigan Electronic Library Catalog (MelCat) and associated delivery services.

XIII. PERSONS REQUESTING TO ADDRESS THE BOARD

Michael Evans asked about the location of the meeting and how it was noticed; he thought it was noticed to be held in the Van Deusen auditorium and was moved to the board room.

L. Godfrey told him meetings are generally noticed for and held in the board room.

Lori Anne Fuller asked how people go about serving on the library board.

L. Godfrey explained it is an elected board and noted the next library trustee election will take place in 2007.

IX. TRUSTEE COMMENTS

C. Addison said the theft detection alarm system on the first floor at central goes off frequently and asked that it be checked.

T. Lason, Head of Loan and Outreach Services, said there are a number of factors that cause it to go off. He will check on it.

V. Wright said both her husband and father, who are not readers, either listened to “The Things We Carried” or purchased the book. We think of the program as being on a grand scale, but it is a success if people discuss the book who wouldn’t normally do that; it creates a domino effect and is a powerful program.

Attending PLA made J. VanderRoest feel the services offered at KPL are remarkable. We should be pleased at the level our administrators keep current professionally and the degree to which they keep the board informed.

L. Dykstra assured the visitors who spoke earlier in the meeting that their comments would be given due consideration.

L. Godfrey said whatever is brought to the board by citizens is taken to heart and would be taken under advisement.

X. ADJOURNMENT

Hearing no objections, President Godfrey adjourned the meeting of the Kalamazoo Public Library Board of Trustees at 5:23 p.m.

Loren Dykstra, Secretary